Rowland Water District
3021 Fullerton Road Rowland Heights CA 91748
Phone: 562-697-1726 • Fax: 562-697-6149

Labor/Management Safety and Health Committee

MINUTES:

Date: June 9, 2026 Time: 12:03 pm Location: BJ's Restaurant, City of Industry

1. **Call to Order by Chair -** Meeting was called to order by Chair Mendez at 12:03 p.m.

2. **Roll Call –** Roll call was conducted, and quorum was present.

   In attendance:
   Elisabeth Mendez, Chair
   Casey Hayes, Vice Chair
   Keith Fouts
   Nick Carino
   Gabriela Palomares
   Anthony Ramirez

   Absent: None

3. **Additions to the Agenda:** None to add.

4. **Approval for March 18, 2026, Minutes**
   Upon motion by Casey Hayes, seconded by Keith Fouts, the minutes of the March 18, 2026, meeting were approved as presented.

5. **Old Business:** Chair Mendez and Vice Chair Hayes reported on the status of dash cameras. They advised that staff will obtain vendor recommendations from other agencies and compile at least three quotes for future review and discussion. Conversation then continued regarding the replacement of Truck 6 with a newer model.

6. **Review Safety Suggestion Box Comments**
   No comments were submitted. It was noted that an additional suggestion box will be placed in the kitchen once the remodeling project is complete. The existing suggestion box will be mounted in the warehouse breakroom.

7. **Committee Reports**
   a. Operations Report (Nick) – Nick provided an update on the chlorine building at the La Habra facility, including the status of an out-of-service chlorine tank. He reported that Operations staff are evaluating appropriate disposal procedures. Nick also advised that routine facility inspections identified the need to replace damaged vent and overflow screens at various facilities, as necessary.

Additionally, Nick reported the completion of several maintenance and rehabilitation items, including repairs to bolts at Reservoir 5 and the Reservoir 7 rehabilitation project. He concluded by noting that staff continue to label chemical mixers by site location and perform preventive maintenance, including priming bolts and joints, as needed.

b. Maintenance Report (Anthony) – Committee members were advised that Anthony Ramirez will serve as the Maintenance Representative following David Tapia's transfer to another department.

Anthony reported that the District has contracted with a new vendor for the delivery of sand and base materials and the disposal of excavation spoils. He also discussed the potential use of thicker rock base materials for future projects. Additionally, he provided updates on recent leak repairs, CIP fire service valve upgrades, and ongoing meter lid safety assessments.

The Committee discussed the use of traffic control boards and the cost-benefit of purchasing versus renting the equipment. Casey Hayes will evaluate rental costs and report back. Lastly, the Committee discussed the orientation and operation of the PM 22 vault lid.

c. Facilities Report (CASEY) – Casey advised that radio training will be conducted following the installation of radios in the van and Emergency Operations Center (EOC). Employee radio numbers will correspond with employee identification numbers. Lastly, he advised that fleet windows will be tinted.

d. Project/Contractors Report (KEITH) – Keith reported that W.A. Rasic Construction Co. has satisfied all applicable ACWA/JPIA contractor requirements and is now qualified to bid on future District projects.

e. Office (GABBY) – No updates to report.

8. Chairperson's Report

a. Compliance/Safety Training

- Dog Bite Training is scheduled for June 15, 2026.
- Snake Awareness and Safety Training is scheduled for June 23, 2026, with sessions being held at 7:30 a.m. and 9:30 a.m.
- Emergency Response Plan (ERP) & Cyber Security Plans – Chair Mendez advised that the recertification of the ERP is scheduled for Board consideration at the June 9, 2026, Board meeting.

b. Safety Awards

i. **NSC-Occupational Safety Achievement Award:** Staff continues to await notification regarding the District's standing for this award.

9. Radio Updates/Training: This item was addressed under (5) Old Business.

10. **Safety Equipment**

    a. **Recent Purchases –** None
    b. **New Requests –** ATS and a foldable walking pad for the wellness room.
    c. **New Technology –** None

11. **Others –** None to report.

12. **Next meeting Date –** To be determined.

13. **Adjourn-** Chair Mendez adjourned the meeting at 12:51 p.m.